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*Office Memorandum*CONFIDENTIAL
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UNITED STATES GOVERNMENT

TO : Inspector General

DATE: 10 July 1953

FROM : Assistant Director, Current Intelligence

SUBJECT: Personnel Office

REFERENCE: Your memo, this subject, 1 July 1953.

1. While the service furnished this office by the Personnel Office is quite satisfactory, there are two aspects of personnel procurement which, doubtless due to conditions beyond control, do handicap OCI in accomplishment of its mission.

2. First, some OCI supervisors indicate that they do not receive enough papers on professional people eligible for intelligence production jobs in OCI. Secondly, the attached tabulation confirms the impression that OCI does not get enough clerical help, which help, due to nature, enormous quantity, fast processing, and filing problems, is essential to OCI production.

3. Exclusive of persons keeping time and attendance cards, the following personnel work full time on Career Service Board, Training, and Personnel matters:

25X1A

[REDACTED] Administrative Officer, GS-11
[REDACTED] Administrative Assistant, GS-7
[REDACTED] Typist, GS-5

25X1A

1 Enclosure

OCI/HBI:grl

82 HUNTINGTON D. SHELTON

DOCUMENT NO. _____
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CLASS. CHANGED TO: TS S ©
NEXT REVIEW DATE: 2011
AUTH: HR,70-2
DATE: 29/06/81 REVIEWER: 018995

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